

TOWN OF LA POINTE POSITION OPENING

**Town of La Pointe, WI
Madeline Island**

PLANNING AND ZONING ADMINISTRATOR

Location: Town of La Pointe, WI (Madeline Island)

Hours: Average of 20 hours per week (Flexible schedule; more hours in construction season)

Reports to: Town Administrator

Job Summary: This position performs professional work promoting, facilitating and coordinating planning, development and zoning activities for the Town. The Planning and Zoning Administrator issues land use permits and works with the Town Plan Commission (TPC) regarding comprehensive planning and the implementation of land use regulations according to the town's and county's zoning ordinances. This includes interpretation of unclear zoning ordinance language and review of applications required to come before the Commission for recommendation to the Town Board. This position also serves as the Assistant Ashland County Zoning Administrator in the Town of La Pointe.

Requirements: Any combination of training and experience equivalent to a bachelor's degree in a position related field; plus five years of progressively responsible experience in a planning, engineering or construction field. Minimum five years' experience in a managerial/supervisory role. Experience in the administration of a zoning ordinance including interpretation, permit reviews and enforcement is preferred.

Compensation: \$20/hour; limited benefits

For more information, please contact: Lisa Potswald, Town Administrator. 715-747-6913.
lapointeza@cheqnet.net

Please submit cover letter and resume to Town Hall PO Box 270 La Pointe, WI 54850.

Deadline for Applications: Open until filled

The Town of La Pointe is an Equal Opportunity Employer